

ELEMENT SUMMARY INFORMATION

Element: 1.3.5 MEL/CDL/Deferred Maintenance

Purpose of this Element (Air Carrier's responsibility):

To ensure the Air Carrier operates its aircraft in accordance with MEL/CDL/Deferred Maintenance policies, procedures, and controls.

Objective (FAA responsibility):

To determine if the Air Carrier follows its MEL/CDL/Deferred Maintenance policies, procedures, and controls.

Inputs:

- Airworthiness Directives
- FAA Approved Configuration Deviation List
- Master Minimum Equipment List
- Aircraft Equipment List
- Specific Aircraft Models
- Operation Specification, paragraph D095. Minimum Equipment List Authorization
- Routine or Non-Routine Discrepancies

Outputs:

- Approved MEL
- Aircraft authorized to operate temporarily with specific inoperable instruments or equipment or missing secondary airframe or engine parts.

Performance Measures:

- The air carrier operates in accordance with their approved Minimum Equipment List (MEL) and the procedures contained in the Manual.
- The Air Carrier operates in accordance with the Approved Configuration Deviation List (CDL) and the procedures contained in the Manual.
- The Air Carrier corrects all MEL deferrals within the time limits specified in Operation Specification, paragraph D095.
- The air carrier ensures that the number of maintenance deferrals and MEL extensions are within limits identified by the MEL Management Program.

SRR:

• 121.628 (a, b) Inoperable Instruments and Equipment

Other CFRs and/or FAA Guidance:

- FAA Order 8300.10, Volume 2, Chapter 84, Far Part 121/135 Operations Specifications
- FAA Order 8300.10, Volume 2, Chapter 63. Evaluate Far Part 121/135.411(A)(2) Company Manual/Revision
- FAA Order 8400.10, Volume 3, Chapter 8—Air Carrier Management Effectiveness
- FAA Order 8400.10, Volume 4, Chapter 4—Minimum Equipment Lists (MEL) and Configuration Deviation Lists (CDL)
- FAA Order 8400.10, Volume 6, Chapter 2—Specific Types of Inspections

SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
121.628 (a)	To provide authority to operate the aircraft	Certification: ASI
	with specific inoperable instruments or	Surveillance: ASI
	equipment.	
121.628 (b)	To prohibit an operator from including certain	Certification: ASI
	instruments and equipment that are essential	Surveillance: ASI
	for safety of flight.	

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 1 - RESPONSIBILITY ATTRIBUTE				
Objective: To determine if there is a clearly identifiable, qualified, and know accountable for the quality of the MEL/CDL/Deferred Maintenance proces				
To meet this objective, the inspector will accomplish the following tasks:				
1. Identify the person who is responsible for the quality of the MEL/CDL/process.	Deferred Maintenance			
2. Review the description in the Manual that delineates the duties and resp	ponsibilities of the person.			
3. Evaluate the person's qualifications and work experience (or resume', in	f appropriate).			
4. Review the appropriate organizational chart.				
5. Discuss the MEL/CDL/Deferred Maintenance process with the person.				
To meet this objective, the inspector will determine and record answers to	the following questions:			
1. Is there a clearly identifiable person who is answerable for the quality of the MEL/CDL/Deferred Maintenance process?	YES If yes, provide the name: NO If no, explain:			
2. Does the person understand the procedures associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
3. Does the person understand the controls associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
4. Does the person understand the interfaces associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
5. Does the person understand the process measurements associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	☐ YES If no, explain: ☐ NO			
7. Are the qualification standards for this position clearly documented?	YES If no, explain:			
7a Are the qualification standards for this position appropriate for the duties that are assigned?	YES If no, explain:			
8. Does the person meet the qualification standards?	YES If no, explain:			
9. Does the person acknowledge that he/she has responsibility for the MEL/CDL/Deferred Maintenance process?	☐ YES If no, explain: ☐ NO			
10. Does the person know who has authority to establish and modify the MEL/CDL/Deferred Maintenance process?	☐ YES If no, explain: ☐ NO			

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 2 – AUTHORITY ATTRIBUTE				
Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the MEL/CDL/Deferred Maintenance process.				
To meet this objective, the inspector will accomplish the following tasks:				
1. Identify the person who has the authority to establish or modify the ME Maintenance process.	L/CDL/Deferred			
2. Review the description in the Manual that delineates the duties and resp	oonsibilities of the person.			
3. Evaluate the person's qualifications and work experience (or resume', it	f appropriate).			
4. Review the appropriate organizational chart.				
5. Discuss the MEL/CDL/Deferred Maintenance process with the person.				
To meet this objective, the inspector will determine and record answers to t	the following questions:			
1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the MEL/CDL/Deferred Maintenance process?	YES If yes, provide the name: No If no, explain:			
2. Does the person understand the procedures associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
3. Does the person understand the controls associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
4. Does the person understand the interfaces associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
5. Does the person understand the process measurements associated with the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	YES If no, explain:			
7. Are the qualification standards for this position clearly documented?	YES If no, explain:			
7a Are the qualification standards for this position appropriate for the duties that are assigned?	☐ YES If no, explain: ☐ NO			
8. Does the person meet the qualification standards?	YES If no, explain:			
9. Does the person acknowledge that he/she has authority for the MEL/CDL/Deferred Maintenance process?	☐ YES If no, explain: ☐ NO			
10. Does the individual know who has the responsibility for the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			
11. Are the procedures for delegation of authority clearly documented for the MEL/CDL/Deferred Maintenance process?	YES If no, explain:			

1.3.5 MEL/CDL/Deferred Maintenance						
SECTION 3 – PROCEDURES ATTRIBUTE						
Objective: To determine if the air carrier has documented procedures for accomplishing the MEL/CDL/Deferred Maintenance process.						
To meet this objective, the inspector will accomplish the following task.	<u> </u>					
1. Review the documented instructions and information related to the						
Maintenance process to ensure that they contain who, what, where, 2. Review the FAA Guidance and Specific Regulatory Requirements (
supplemental information section of this SAI.	(SKK) iliciuded ili ule					
3. Discuss the MEL/CDL/Deferred Maintenance process with appropring understanding of the procedures.	iate personnel to gain an					
4. Observe the MEL/CDL/Deferred Maintenance process to gain an un	nderstanding of the procedures.					
To meet this objective, the inspector will determine and record answers to the following questions:						
1. Do written procedures exist to achieve the desired result of the MEI process:	L/CDL/Deferred Maintenance					
1.1 Do written procedures provide a method for coordinating and scheduling of parts, facilities, and maintenance personnel to correct the deferred items within specified time limits? [SRRs 121.628 (a,b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A					
1.2 Do written procedures provide placarding use and location procedures? [SRRs 121.628 (a,b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A					
1.3 Do written procedures define approved Operations (O's) and Maintenance (M's) procedures that are aircraft specific? (MEL only)(e.g., specific aircraft equipment or other approved programs, ETOPS or RVSM) [SRR 121.628 (a)]						
1.4 Do written procedures provide detailed instructions and information for use by Flight Dispatchers, Maintenance Personnel, and Flight Crews in the use of the MEL and CDL? [SRR 121.628 (a)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A					
1.5 Do written procedures provide detailed instructions and information for use by Flight Dispatch/Following, Maintenance Personnel, and Flight Crews for the deferral of other minor discrepancies not found in the MEL or CDL? [SRRs 121.628 (a)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A					
1.6 Do written procedures provide instructions for an MEL conformity check of the aircraft for installed equipment? (MEL only) [SRRs 121.628 (a,b)]	YES If no or N/A, explain: NO N/A					

1.3.5 MEL/CDL/Deferred Maintenance				
1.7 Do written procedures prohibit the use of any item of equipment that is not fully functional unless specifically authorized within the MEL? (MEL only) [SRRs 121.628 (a)]	YES NO N/A	If no or N/A, explain:		
1.8 Do written procedures make records available to the pilot to identify inoperable instruments and equipment or missing secondary airframe or engine parts? [SRR 121.628 (a)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:		
1.9 Do written procedures limit the length of time a CDL item may be missing to a maximum of 120 days? [SRRs 121.628 (a,b)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:		
1.10 Do written procedures prohibit escalation of time limits for category A and D items, without FAA approval? (MEL only) [SRRs 121.628 (a,b)]	YES NO N/A	If no or N/A, explain:		
1.11 Do written procedures explain the recording and tracking of MEL/CDL/deferred maintenance items? [SRRs 121.628 (a,b)]	YES NO N/A	If no or N/A, explain:		
1.12 Do written procedures provide a method to prevent unfavorable work loads for a flight crew when deferral of a new item will react unfavorably with existing deferrals? [SRRs 121.628 (a,b)]	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:		
2. Do the procedures identify: who, what, where, when and how?	☐ YES ☐ NO	If no, explain:		
3. Are the procedures in compliance with the CFR(s)?	YES NO	If no, explain:		
4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?	☐ YES ☐ NO	If no, explain:		
5. Does the air carrier have the resources to support the written procedures for the MEL/CDL/Deferred Maintenance process?	YES NO	If no, explain:		
6. Are the procedures published in different manuals relating to the MEL/CDL/Deferred Maintenance process consistent?	☐ YES ☐ NO	If no, explain:		
7. Does the air carrier have a documented method for assessing the impacts of procedural changes to the MEL/CDL/Deferred Maintenance process?	☐ YES ☐ NO	If no, explain:		

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 4 – CONTROL ATTRIBUTE				
Objective: To determine if checks and restraints are designed into the MEL/CDL/Deferred Maintenance process to ensure a desired result is achieved.				
To meet this objective, the inspector will accomplish the following tasks:				
1. Review the documented instructions and information related to the M Maintenance process.	IEL/CDL/Deferred			
2. Review the FAA Guidance and Specific Regulatory Requirements (S supplemental information section of this SAI	SRR) included in the			
 Discuss the MEL/CDL/Deferred Maintenance process with appropria understanding of the controls. 				
4. Observe the MEL/CDL/Deferred Maintenance process to gain an und	derstanding of the controls.			
To meet this objective, the inspector will determine and record answers to	0 1			
1. Are the following checks and restraints built into the MEL/CDL/Defo	erred Maintenance process:			
1.1 Does the air carrier ensure that Flight Dispatch/ Following, Maintenance Control and other interfaces have a copy of the Approved CDL and approved MEL? [SRRs 121.628 (a,b)]	YES If no or N/A, explain: NO N/A			
1.2 Does the Air Carrier revise the MEL within sixty days after notification of MMEL revisions?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.3 Does the air carrier ensure that their CDL is not less restrictive than the FAA-approved CDL? (CDL only)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4 Does the air carrier ensure that their MEL is not less restrictive than the MMEL, FAR, Operations Specifications, AFM limitations, certification maintenance procedures, or ADs? (MEL only) [SRRs 121.628 (a,b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.5 Does the air carrier ensure that there is continuity between all Operations and Maintenance Manuals governing MEL/CDL procedures? [SRRs 121.628 (a)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.6 Does the air carrier ensure that flight releases identify the follo	wing:			
1.6.1 MEL/CDL items; [SRRs 121.628 (a)]	YES If no or N/A, explain: NO N/A			
1.6.2 Any associated restrictions; and	YES If no or N/A, explain:			

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 4 – CONTROL ATTRIBUTE				
1.6.3 Any special procedures?	YES If no or N/A, explain:			
	□ No □ N/A			
1.7 Does the Air Carrier have and maintain a record	YES If no or N/A, explain:			
keeping/tracking system for each aircraft that is used to tr and record MEL/CDL/Deferred maintenance? [SRRs 121 (a)]	_ 110			
1.8 Does the Air Carrier have a method in the MEL to identify items which must be operative for special operations (e.g.,				
ETOPS, LLM, RVSM) [SRRs 121.628 (a)]	, U No N/A			
1.9 Does the Air Carrier provide full authority to the flight cre				
to make a final decision to "go" or "no-go" with a deferr item? [SRRs 121.628 (a)]	red No			
1.10 Does the air carrier require FAA approval prior to	YES If no or N/A, explain:			
implementation or and distribution of MEL/CDL revisions [SRRs 121.628 (a)]	S? □ No □ N/A			
2. Do the checks and restraints ensure the desired result is achieve	ed YES If no, explain:			
for the MEL/CDL/Deferred Maintenance process?	No No			
3. Does the air carrier have a documented method for assessing th impacts of any changes made to checks and restraints in the				
MEL/CDL/Deferred Maintenance process?	□ No			
4. Does the air carrier have the resources to support the checks and	d			
restraints for the MEL/CDL/Deferred Maintenance process?	□ NO			

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE				
Objective: To determine if the air carrier measures and assesses the ME process, to identify and correct problems or potential problems.				
To meet this objective, the inspector will accomplish the following tasks.	·			
1. Review the documented instructions and information related to the Maintenance process.	MEL/CDL/Deferred			
2. Discuss the MEL/CDL/Deferred Maintenance process with appropri understanding of the process measures.	ate personnel to gain an			
3. Observe the MEL/CDL/Deferred Maintenance process to gain an un measures.	derstanding of the process			
To meet this objective, the inspector will determine and record answers	to the following questions:			
1. <deleted></deleted>				
2. Does the air carrier's MEL/CDL/Deferred Maintenance process includes measurements?	ude the following process			
2.1 The air carrier audits the MEL/CDL/Deferred Maintenance process to ensure that it complies with the Operations Specification and the Manual.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
2.2 The air carrier randomly audits log book records to identify the number of times the same item on the same aircraft is deferred in a 10 day period. (MEL only)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
2.3 The air carrier randomly audits log book records to identify the length of time an instrument or equipment deferment remains open or a part remains missing.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
2.4 The air carrier audits the aircraft records to verify that it is operating in accordance with its approved MEL or CDL.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
2.5 The air carrier audits the MEL to ensure that it is not less restrictive than the MMEL.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
2.6 The air carrier audits the CDL to ensure that it is not less restrictive than the FAA-approved CDL.	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
3. Does the air carrier document their process measurement methods and results?	☐ YES If no, explain: ☐ NO			
4. Are the air carrier's process measurement methods effective?	YES If no, explain:			
5. Does the air carrier use their process measurement results to improve their programs?	YES If no, explain:			

1.3	1.3.5 MEL/CDL/Deferred Maintenance			
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE				
6.	Are the process measurement results accessible to the FAA?		YES	If no, explain:
			No	
7.	Does the organization that conducts the process measurement have		YES	If no, explain:
	direct access to the person with responsibility for the		No	-
	MEL/CDL/Deferred Maintenance process?			
8.	Does the air carrier have the resources to support the process		YES	If no, explain:
	measurement for the MEL/CDL/Deferred Maintenance process?		No	· •

1.3.5 MEL/CDL/Deferred Maintenance				
SECTION 6 – INTERFACES ATTRIBUTE				
Objective: To determine if the air carrier identifies and manages the inte MEL/CDL/Deferred Maintenance process and the other element process organization.				
To meet this objective, the inspector will accomplish the following tasks:				
1. Review the documented instructions and information related to the Maintenance process.	MEL/CDL/Deferred			
2. Discuss the MEL/CDL/Deferred Maintenance process with appropria understanding of the interfaces.	ate personnel to gain an			
3. Observe the MEL/CDL/Deferred Maintenance process to gain an unc	derstanding of the interfaces.			
To meet this objective, the inspector will determine and record answers	to the following questions:			
1. Are the following interfaces identified for the MEL/CDL/Deferred M	Maintenance process:			
1.1 Aircraft Airworthiness Requirements (Element 1.1.1)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.2 Appropriate Operational Equipment (Element 1.1.2)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.3 Airworthiness Release or Log Book Entry (Element 1.2.1)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4 Maintenance Log/Recording Requirements (Element 1.2.3)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.5 Maintenance Program (Element 1.3.1)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.6 AD Management (Element 1.3.6)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.7 Outsource Organization (Element 1.3.7)	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.8 Parts/Material Control/SUP (Element 1.3.10)	YES If no or N/A, explain: NO			

1.3.5 MEL/CDL/Deferred Maintenance		
SECTION 6 – INTERFACES ATTRIBUTE		
1.9 SFAR36 (Element 1.3.12)	☐ YES	If no or N/A, explain:
	□ No	
1.10 CMM/E :1 (El	☐ N/A	
1.10 GMM/Equivalent (Element 1.3.14)	YES NO	If no or N/A, explain:
	□ No N/A	
1.11 Reliability Program (Element 1.3.15)		If no or N/A, explain:
		ii no or 1771, explain.
	□ N/A	
1.12 Lower Landing Minimums (Element 1.3.19)	☐ YES	If no or N/A, explain:
	□ No	
	N/A	
1.13 Airman Duties/Flight Deck Procedures (Element 3.1.3)	YES	If no or N/A, explain:
	□ No N/A	
1.14 Aircraft Performance Operating Limitations (Element 3.1.9)	☐ N/A YES	If no on N/A ovuloina
1.11 Mileraft Lefformance Operating Limitations (Lienetti 3.1.9)	□ NO	If no or N/A, explain:
1.15 Dispatch or Flight Release (Element 3.2.1)	☐ YES	If no or N/A, explain:
	□ No	, •
	□ N/A	
1.16 Maintenance Training Program (Element 4.2.1)	YES	If no or N/A, explain:
	☐ No	
1.17 Training of Flight Crewmembers (Element 4.2.3)	□ N/A	70 27/4
1.17 Training of Fiight Crewmembers (Element 4.2.5)	☐ YES NO	If no or N/A, explain:
	□ NO □ N/A	
1.18 Training of Dispatchers (Element 4.2.5)	☐ YES	If no or N/A, explain:
	□ No	
	□ N/A	
1.19 Line Stations (Servicing and Maintenance) (Element 5.1.1)	☐ YES	If no or N/A, explain:
	□ No	
1.20. O	U N/A	
1.20 Operations Specifications	☐ YES	If no or N/A, explain:
	No N/A	
1.21 Manual Currency (Element 2.1.1)	U YES	If no or N/A, explain:
(—		ii no or iva, capiani.
	\square N/A	

1.3.5 MEL/CDL/Deferred Maintenance		
SECTION 6 – INTERFACES ATTRIBUTE		
1.22 Content Consistency Across Manuals (Element 2.1.2)	YES If no or N/A, explain	ι :
	□ No	
	☐ N/A	
1.23 (Manual) Distribution (Element 2.1.3)	YES If no or N/A, explain	ι:
	□ No	
	□ N/A	
1.24 (Manual) Availability (Element 2.1.4)	☐ YES If no or N/A, explain	1:
	□ No	
	□ _{N/A}	
2. List any additional interfaces identified:	•	
3. Are there written procedures for the use of air carrier personnel in	YES If no, explain:	
the application of these interfaces?	□ No	
4. Are there controls to ensure that interfaces occur?	☐ YES If no, explain:	
	□ No	
5. Are the interfaces between the MEL/CDL/Deferred Maintenance	☐ YES If no, explain:	
process and other processes treated consistently in the Manual(s)?	/ 1	